

Selection Process

The process may include a panel interview and other related test components. A fingerprint check is required for this position. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

THE CITY OF FREMONT IS AN EQUAL OPPORTUNITY EMPLOYER

REASONABLE ACCOMMODATION

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities. Please advise Human Resources of any special needs in advance of the selection process by calling (510) 494-4660.

The information contained herein is subject to change and does not constitute either an expressed or implied contract.



Tentative Recruitment Schedule

First Applications Review - July 22, 2013
Oral Board Interviews - August 2013
Start Date - September 2013

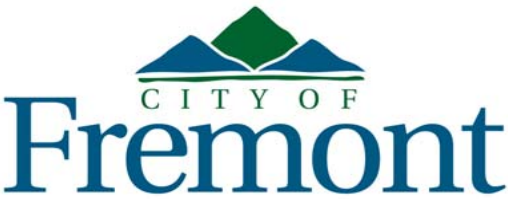


Contact the City

Phone: (510) 494-4660
Website: www.fremont.gov/employment

Human Resources Department
City of Fremont
3300 Capitol Avenue, Building B
Fremont, CA 94538

Connect with Us:   



Invites Your
Interest In The
Position Of

Principal Planner



Are you interested in being part of a dynamic City where you can truly make a difference? Can you use your excellent leadership skills to effectively manage the Long Range Planning Section? Then the City of Fremont's Community Development Department may be the place for *you!*

The first review of applications is
July 22, 2013

YOUR FUTURE IS IN FREMONT

Fremont, a City on the Move!

Recently ranked fifth on the “Best Run Cities in America” list by *24/7 Wall St.* and America’s third “Sharpest, Smartest City” by *Reader’s Digest*, the City of Fremont is a City continuing to move forward! Located in the heart of the Bay Area and Silicon Valley, this strategically urban city prides itself on innovation, green technology, a low crime rate, great schools, a low unemployment rate, and an incredibly diverse population of over 220,000 residents.

As a full service City, Fremont employs over 840 regular employees and has an annual operating budget of \$133.5 million dollars. Fremont is an employer that values its people, creativity, quality service, integrity, open communication, mutual respect, and diversity. City of Fremont employees find their work challenging, and most importantly, enjoy the chance to make a difference through public service.

The Position

As an integral member of the Community Development Department, the Principal Planner will supervise and coordinate the activities and work programs of the Long Range Planning Section. The incumbent will be responsible for determinations as to General Plan Conformance. In addition, the incumbent will guide and mentor the Long Range Planning staff, and assist the Community Development Director and Planning Manager in the overall administration of the Planning Division.

Examples of Duties

- ◆ Assign new long range planning projects, monitor/manage workload, and create procedures and guidelines to improve planning and environmental processes
- ◆ Oversee the review and analysis of planning studies, including participation in more complex or major projects
- ◆ Conduct research and analysis in the area of long range planning projects; prepare environmental review documents and written reports
- ◆ Estimate the personnel, resources, and time required for projects and outline the scope of work, methods and procedures for completion
- ◆ Plan and supervise the work of others assigned to long range planning projects, prepare performance evaluations of assigned staff and provide training as needed
- ◆ Supervise and participate in the preparation of narrative and graphic reports
- ◆ Present recommendations and findings to the Planning Commission, City Council and other City boards and/or commissions
- ◆ Assist in the development and administration of policies



Education and Experience

Any combination of education and/or experience which has provided the knowledge, skills and abilities for satisfactory job performance would be qualifying. A typical way to obtain the required knowledge, skills and abilities would be: A Master’s degree in city planning, architecture, public administration, civil engineering or closely related field, and four years experience in professional land use planning work typically performed in public agencies, including at least one year in a lead team member capacity.

Ideal Candidate

The City is searching for a self-motivated individual who has knowledge of the theories, principles, goals, objectives, procedures, practices, law, and trends in the field of land use planning and the California Environmental Quality Act . In particular, the City is looking for someone who possesses strong skills in the following areas: Regional planning and interagency coordination; transportation planning and traffic modeling; historic resource preservation and design review; and environmental review. Must be skilled in dealing effectively with a broad range of clients, including developers, property owners, architects, engineers, and the general public . In addition, the successful candidate must possess excellent verbal and written communication abilities.

Licenses/Certificates/Special Requirements

A valid Class C California Driver’s License is required at time of appointment.

Compensation and Benefits

The annual salary is \$99,103 - \$133,792 depending on qualifications. Current benefit features include:

Cal PERS Retirement Benefit*

- ◆ Classic Employees - 2% @ 60 benefit, 3 year final average compensation.
- ◆ New Employees - 2 % @ 62 benefit, 3 year final average compensation.
- ◆ Required PERS contributions vary by plan. All required contributions are tax deferred.
- ◆ Cafeteria Benefits Plan for employees/dependents includes \$1,670 monthly for vision, medical and dental plans; child care and medical expenses can be paid for with pre-tax dollars.

A complete benefits summary can be found at Fremont.gov or by using this link:

[Benefit Summary](#)

This position is represented by the Fremont Association of Management Employees (FAME) bargaining unit. The probationary period for this position is twelve (12) months.

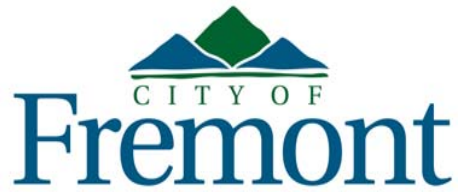
*Refer to CalPERS web site for complete definitions of Classic and New employees:
www.calpers.ca.gov

Application Instructions

To be considered for this position, submit a **completed City application, supplemental questionnaire and resume:**

- ◆ Through our online application system at www.fremont.gov/apply or;
- ◆ To the Human Resources Department at 3300 Capitol Avenue, Building B, Fremont, CA 94538

The first review of applications is July 22, 2013. Applications received after this date may not be considered and the position may close without notice. Interested applicants are encourage to apply immediately.



SUPPLEMENTAL QUESTIONNAIRE

GENERAL INFORMATION:

The completion of this Supplemental Questionnaire is required for your application to be considered for the Principal Planner position and is an integral part of the examination process.

This Supplemental Questionnaire will be used to evaluate your work experience as it relates to the position of Principal Planner.

All answers given in this Supplemental Questionnaire regarding work experience are subject to verification. Any misrepresentation of information will be justification for disqualification from the examination process in accordance with the provisions of the City of Fremont's Personnel Rules.

DIRECTIONS:

Please respond to each of the following questions. Be sure to include information citing the name of your employer, your dates of employment with that employer and your job title, in your response to each question. Please limit each response to 500 words or less.

QUESTIONS:

1. Describe your long range planning experience.
2. Describe your experience coordinating with other regional planning agencies.
3. Describe your historical resource preservation and design review experience.
4. Describe your transportation planning/traffic modeling experience.